

Summary of Information Needed to Review Undertakings

South Dakota State Historical Society

When submitting a request for undertaking review under Section 106 of the National Historic Preservation Act of 1966 (as amended), the information must be consistent with the documentation standards established in 36 CFR Part 800 – Protection of Historic Properties. Direct all requests to the Review and Compliance Coordinator, South Dakota State Historical Society, 900 Governors Drive, Pierre, SD 57501. Provide the following information:

1. Name of federal agency funding, licensing, or assisting the undertaking: Every federal undertaking has a federal funding, licensing, or permitting agency. Include the name, mailing address, e-mail address, and telephone number of the contact person at the federal agency. Without this information, the request for review may be delayed. If there is no federal involvement, Section 106 does not apply; however, SDCL 1-19A-11.1 may still be applicable.
2. Name of state agency funding, licensing, or assisting the undertaking, if applicable: Include the name, mailing address, e-mail address, and telephone number of the contact person at the state agency. If this is a grant program, note the name of the program (for example, CDBG, SRF, etc.).
3. Consultant contact person, if applicable: If your organization is not a federal or state agency, include the name, mailing address, e-mail address, and telephone number of the contact person to whom questions may be directed. Remember that the federal agency remains responsible for all findings and determinations.
4. Undertaking description: The undertaking description should explain all anticipated work. A description should include all ancillary facilities such as access roads, placement of utilities, additional outbuildings, fences, material borrow areas, staging areas, etc. If the APE has been previously disturbed, include a brief explanation of ground disturbance.
5. Location: Provide the address, city, county, legal location (section, township, range), and maps of the APE, including a United States Geological Service 7.5 minute quadrangle map. Show the exact location of the project. If the project is in an urban area, show the location(s) on a city map. Photocopies are acceptable, but poor-quality maps or insufficient information will cause review delays.
6. Area of Potential Effect (APE): The APE consists of the geographic area or areas where a project may directly or indirectly cause changes in the character or use of historic properties. In many instances, the APE is not simply the project's physical boundaries but includes all ancillary facilities such as access roads, placement of utilities, additional outbuildings, fences, material borrow areas, staging areas, etc. The APE may include visual and audible effects. Describe the steps taken to identify the APE, and justify the boundaries chosen. [800.4(a)(1) and 800.16(d)] The SHPO can assist determining the APE.

7. Identification of Historic Properties: The identification of historic properties may include, but is not limited to, background research, consultation, oral-history interviews, sample field investigations, and field surveys. [800.16 (1)(l)] [800.4(b)(1)]

Documentation for undertakings potentially affecting archaeological properties may include, but is not limited to: [800.4(b)(1)] [800.11]:

- Record Search: Search of all previously known properties and surveys within the APE and within one mile of the APE. This information can be obtained through the Archaeological Research Center at (605) 394-1936, PO Box 1257, Rapid City, SD 57709-1257 or history.sd.gov/Archaeology/recordsearches.html.
- On-the-ground survey: Survey of APE if the area has not been previously surveyed. Survey type depends on the scope of the undertaking. A list of contractors is available at history.sd.gov/Preservation/TechAssist/TechnicalAssistance.aspx.
- Site Form: Updated archaeology site form for all previously identified properties affected by the proposed undertaking. Site forms are available at (605) 394-1936, PO Box 1257, Rapid City, SD 57709-1257 or history.sd.gov/Archaeology/resources.html.
- Photographs: Photographs of the APE. Photographs should include the area of direct effects and surrounding area.

Documentation for undertakings affecting buildings or structures may include, but is not limited to: [800.11]:

- South Dakota Site Forms: Complete a site survey form for each building or structure to be affected by the proposed undertaking. Forms are available on our website at history.sd.gov/Preservation/OtherServices/HistoricSitesSurvey.aspx.
 - Photographic documentation: Clear, original photographs of any affected building/structure. Photographs should include an overall front view of each structure and any other views necessary to fully describe the structure(s) and the proposed undertaking.
 - Architectural drawings: Drawing as necessary to describe the undertaking and its impact to the property.
8. Determination of Effect: The federal agency must submit a determination of effect. Choose the **one** determination that best represents the effect of the undertaking on historic properties.
- For a determination of *no historic properties affected* [36 CFR Part 800.4(d)(1)], the agency official finds no historic properties present or that the undertaking will have no effect upon historic properties as defined in Sec. 800.16(i).
 - For a determination of *adverse effect* [36 CFR Part 800.5(a)(1)], the undertaking may directly or indirectly alter any of the characteristics of a historic property that qualify the property for inclusion in the National Register in a manner that would

diminish the integrity of the property's location, design, setting, materials, workmanship, feeling, or association. Adverse effects may include reasonably foreseeable effects that may occur later in time, be farther removed in distance, or be cumulative.

- For a determination of *no adverse effect* [36 CFR Part 800.5], the undertaking's effects do not meet the criteria of 36 CFR part 800.5(a)(1), or the undertaking is modified, or conditions are imposed to avoid adverse effects.

Information submitted by the federal agency will not be returned. Original documents with original signature must follow faxed and electronic submissions. This documentation is kept on file at the South Dakota State Historical Society. Faxed and electronic submissions are reviewed in the same manner as any other submission and with the same considerations for clarity and completeness. However, the submission of incomplete or unclear information may result in unnecessary delays in the review process.

Additional Resources

South Dakota State Historic Preservation Office Website: history.sd.gov

- Link to National Register Listed Properties:
nrhp.focus.nps.gov/natreghome.do?searchtype=natreghome
- Link to State Register Listed Properties:
history.sd.gov/Preservation/NatReg/statereg_only-10-13-10.pdf
- Historic Contexts: history.sd.gov/Preservation/OtherServices/SHPODocs.aspx
- "Guidelines for Compliance with the National Historic Preservation Act and South Dakota Codified Law 1-19A-11.1":

Advisory Council on Historic Preservation: www.achp.gov

- Link to National Historic Preservation Act of 1966 as amended
- 36 CFR Part 800 – Protection of Historic Properties

National Park Service: www.nps.gov/

- National Register of Historic Places: www.nps.gov/nr/
- Publications (National Register Bulletins, Preservation Briefs, etc.):
www.nps.gov/history/publications.htm

Archaeological Research Center: history.sd.gov/Archaeology or (605) 394-1936

- Record Search Information

State Archives: history.sd.gov/Archives

- Historic photographs
- Research material